

DEPARTMENT OF HUMAN RESOURCES
REQUEST FOR PROPOSALS (RFP) FOR
LEGAL SERVICES FOR CALVERT COUNTY DEPARTMENT OF SOCIAL SERVICES

QUESTIONS AND RESPONSES #2

Question 1: Under minimum qualifications it is unclear regarding references. Do I just need three references who can attest to my ability within the last five years? Or do I need a reference for each of the last five years? Or must my reference attest to my abilities for the last five years or can they speak to what I have done over the last two years?

Response: The Minimum Qualifications (Section 2) do not specifically address references. However, that section references Section 4.4.2.9 which covers references in detail. That section states that: "...Each reference shall be from a client or professional associate for whom the Offeror has provided services within the past five (5) years."

Offerors do not need to provide a reference for each of the last five years. References are only required to have worked with or received services from the Offeror at some point in time over the last five years.